

**AOUO THE COLLECTION
BOARD OF DIRECTORS MEETING
MINUTES
JULY 9, 2025 AT 6:00 PM
ZOOM VIDEO CONFERENCE**

I. CALL TO ORDER

Vice President Wang called the meeting to order at 6:01 p.m. A quorum was established.

II. ATTENDANCE

Board Members: VP Wei-Kung Wang, Directors Debbie Ishihara-Wong, Shirley Arakaki, Edison Ting and Sarah Mandeville.

Excused: President Rodney Funakoshi, Secretary Sharon Gi, Treasurer Gwen Young & Director Henry Lew.

By Invitation: Mike Baker, General Mgr. & Desmond Oliveira, Executive Mgr., The Collection Michele Alueta, Community Manager (CM), Associa Hawaii

Guests: Unit 3405, Thomas Art Scott; Unit 2601, Laurie Lee; Unit 4208, Shu Sullivan; Unit 2207, Irene Masuoka; Unit 1910, Mike Lum; Unit 2302, Russell Ryan; Unit 2805, Mr. & Mrs. Shaw; Unit 909, Erin Oda; Unit 805, Daniel Yokoo; Unit 708, Gerald Nakamura; Unit 1509, Byron Ho; Unit 3309, Anna Kajiwara; Unit 3909, Pam Chan, Unit 1608, Victor Cha.

III. MINUTES

By unanimous consent, the minutes of the June 12, 2025 Regular Board Meeting was approved.

IV. REPORTS

A. Treasurer's Report

CM Alueta gave the Treasurer's Report on the May 2025 Financial Report. The report was accepted, subject to audit.

B. General Manager's Report

1. EV Orange Load Study – GM Baker reported that the EV load study was completed, and capacity reports are forthcoming. An update will be provided once received.
2. Dog Park Artificial Grass Replacement – Motion by Director Ishihara-Wong to approve the proposal from HAPA Landscaping to deep clean and apply odor treatment and to install new turf in the dog park for \$18,750 plus tax. Seconded by VP Wang, the Motion passed unanimously.
3. Tower Garage Entry Carpet Removal and Tile Replacement – Motion by Director Ishihara-Wong to approve the proposal from Triple D Stone for \$47,270.73 to remove the carpet in the Tower Garage Entry areas and install tile, which includes purchasing the tiles from ProSource Wholes for \$11,714.79 + tax, with the understanding that the tiles should be safe for wheelchairs. Seconded by Director Ting, the Motion passed unanimously.

4. Pool Deck Coping Tiles/Brazilian Walnut Deck Coating – Motion by Director Ishihara-Wong to approve the proposal from Aquatic Solutions for \$20,418.84 for pool coping and tile sealing and for Ipe Deck reparation and sealing, with the understanding that the maintenance crew will try to do it yearly thereafter. Seconded by VP Wang, the Motion passed unanimously.
5. Tower Fitness Center - Additional Treadmill Purchase – This item was deferred to the next meeting to allow the GM and EM time to review layout and possible placement of a new treadmill and to determine any impact to the monthly maintenance agreement.

C. Budget & Finance Committee (*Chair – Gwen Young*)

CM Alueta reported that the 2026 Budget and Reserve Study preparations are in progress.

D. Commercial Units Report (*Chair Sarah Mandeville*)

GM Baker and EM Oliveira are still seeking a civil engineer to address the parking garage flooding issue. In the meantime, staff continues to clear water as needed. Chair Mandeville offered to provide engineering contacts for assistance.

E. Governance Committee (*Chair Wei-Kung Wang*)

1. Party Facilities Insurance Requirement – Chair Wang reported that the Governance Committee will meet next Tuesday to discuss this item. A notice will be posted, and a summary report will be presented at the next Board meeting.
2. Owner’s Request to Change House Rule 11.1 ‘Commercial Activity’ – Chair Wang reported that the Governance Committee will meet next Tuesday to discuss this item. A notice will be posted, and a summary report will be presented at the next Board meeting.

F. Master Association Representative (*General Manager*)

GM Baker announced that Our Kaka’ako will be holding a Night Market Event on Saturday, July 19, 2025 from 5 to 10pm.

G. Social Committee

EM Oliveira reported that there are no events planned at this time. A small event will be held once the Lobby Refresh is complete.

V. OWNERS FORUM

Unit 2302/ Russell Ryan:

Presented his comments regarding the original intent of the House Rules section 11.1 regarding owners not being able to run a business rather than allowing owners to hire people to provide a service, such as swimming lessons. The Governance Committee will discuss this in the meeting on Tuesday.

Unit 3405/ Art Scott:

Shared his opinion that outside businesses or instructors should not be allowed to bring trainers in the building. Mrs. Scott recommended to add more staff on duty at night as she feels they are multitasking.

Unit 3910/ Debbie Ishihara-Wong: Requested that the RS carefully monitor cars that block the porte cochere/driveway. GM Baker and EM Oliveira will remind the RS Team.

Unit 4208/ Shu Sullivan: Expressed her appreciation for the staff and asked residents to express their appreciation.

VI. UNFINISHED BUSINESS

A. Construction Defect Litigation Update – GM Baker gave a verbal report on the status of the litigation settlement. He reported that Bergeman Project Group (BPG) will be presenting a proposal for project management and consulting for the repairs in the next 30 days. He also reported that the settlement will take about 60 to 90 days to complete. There have been 133 PEX Leaks to date.

B. AOUO Insurance Policies – GM Baker and CM Alueta presented the insurance broker proposals. Motion by Director Ishihara-Wong to retain Insurance Associates as the association’s insurance agency. Seconded by Director Ting, the Motion passed unanimously after a roll call was conducted.

C. 2026 Budget and Reserve Study – CM Alueta reported that this item is in progress.

VII. NEW BUSINESS

A. Tax & Audit Proposal – Motion by Director Ishihara-Wong to approve the proposal from Felice Valmas, CPA to complete the audit and taxes for the years ending 2025, 2026 & 2027 for \$11,500 plus tax/ per year. Seconded by Director Mandeville, the Motion passed unanimously.

Audit/Taxes for year ending 2024 – Motion by VP Wang to accept the 2024 Audit and Tax returns from Felice Valmas, CPA. Seconded by Director Ishihara-Wong, the Motion passed unanimously.

VIII. EXECUTIVE SESSION

None.

IX. FUTURE BOARD MEETING

The next Regular Board of Directors’ meeting will be on Wednesday, August 13, 2025 at 6 pm (via Zoom) and the September Meeting will be rescheduled from September 10, 2025 to September 17, 2025 (via Zoom).

XII. ADJOURNMENT

There being no further business, the meeting was adjourned at 7:41 p.m.

Submitted by:

Michele Alueta,
Recording Secretary, Associa Hawaii

Approved by the Board of Directors on August 13, 2025.